IN THE DISTRICT COURT FOR THE STATE OF ALASKA
AT _____

_____
_____, Plaintiff(s)

_____
_____, Defendant(s) Case No: _____

COMPLAINT

Plaintiff ☐ is a corporation that has paid its taxes due the state and filed its required reports.
☐ is not a corporation.

Defendant owes Plaintiff $ _____[1] plus interest and court costs, because:

_____
_____
_____

which occurred at or near _____, Alaska, on or about _____ *[date]*.

Plaintiff ☐ has ☐ has not asked Defendant in writing to pay what Defendant owes.

Plaintiff requests small claims procedure and gives up the right to a jury trial, formal procedure, and to collect more than $10,000 in principal amount (unless the court decides to apply the formal Rules of Civil Procedure). This action is filed at a court that will not cause unnecessary expense or inconvenience to Defendant and is the court nearest to: *[Check all boxes that apply.]*

☐ the residence or place of employment of Defendant.
☐ where Defendant caused personal injury to Plaintiff or damage to Plaintiff's property.
☐ where Defendant does or solicits business.

_____ _____ _____
Print Name (and Title, if applicable) Signature Date

_____
Mailing Address City State ZIP

_____ _____
Email Phone

By providing an email address, I agree that the court and other parties can send court documents to me at this email address.

☐ **This is a complaint to collect a debt.** As required under Dist. Ct. Civ. R. 10(a), the following person is designated and authorized to discuss the case with Defendant on behalf of Plaintiff:

☐ The same person who signed the complaint and whose contact information is listed above.
☐ Name: _____ Email: _____
Mailing Address: _____ Phone: _____

See important information about attachments and use of TrueFiling on the next page.

[1] If you want Defendant to return a specific piece of property to you, write the estimated value of the property here.

NOTE: If you have documents that support your claim (for example: promissory notes, checks, receipts, bills, credit card agreement), attach them to this complaint.

Read the *Small Claims Handbook* (form SC-100) for instructions on filling out, filing, and serving this form. You can get a copy of the handbook online or from your local court clerk. The handbook and all small claims forms are available at http://courts.alaska.gov/shc/sc/index.htm.

Use of TrueFiling

(Administrative Bulletin No. 92 - AB 92)

1. See if TrueFiling is available for your case type and court location at ak-courts.info/tfcourts.
2. If available, you **must** use TrueFiling unless you are exempt. You are exempt if one of these applies:
   - You are in a jail or correctional facility.
   - You have a disability under the Americans with Disabilities Act (ADA).
   - You do not have safe access to a computer, internet, or email.
   - You cannot get the help you need to use TrueFiling.
   - You have a language barrier or are Limited English Proficient.

You do not need to prove you are exempt. If you are exempt **and** you choose not to use TrueFiling, check and sign the text box below. If you sign below, you can only give documents to the court by mail or in person. You cannot email them.

☐ I certify that I am exempt from using TrueFiling for a reason listed in AB 92.

Signature: _____ Print or Type Name: _____